

**SUMMARY OF THE  
PROGRAM POLICY AND STRUCTURE COMMITTEE MEETING  
SEPTEMBER 20, 2000**

The Program Policy and Structure Committee of the National Environmental Laboratory Accreditation Conference (NELAC) met by teleconference Wednesday, September 20, 2000, from 10 a.m. until 11:30 a.m. Eastern Daylight Time (EDT). The meeting was led by its chair, Dr. Kenneth Jackson of the New York State Department of Health. A list of action items is given in Attachment A. A list of participants is given in Attachment B. *The purpose of the meeting was to discuss using “analyte” versus “analyte group” in the NELAC fields of testing and to continue to group comparable methods for assessment purposes*

**APPROVAL OF MINUTES**

The committee approved the minutes of the September 6, 2000 teleconference as amended by the chair.

**GROUPING OF COMPARABLE METHODS**

The committee continued this discussion with the Resource Conservation and Recovery Act (RCRA)-Organics list of methods developed by Ms. Ann Rosecrance and decided which methods could be consolidated.

**DISCUSSION OF MATRICES**

The committee reviewed the two options for matrix classification that were discussed during their last meeting:

1. Drinking Water, Non-Potable Water, Solids, Non-Aqueous Liquids, Air, and
  2. Drinking Water, Non-potable Water, Solid and Chemical Waste (non-aqueous liquids), air.
- Based on discussions with the Proficiency Testing (PT) Committee, this committee will present Option 2 at the Sixth NELAC Interim (NELAC 6i) Meeting.

**DISCUSSION OF ANALYTE VERSUS ANALYTE GROUP**

The committee turned the discussion to accreditation by “analyte group” which arose from discussions at the Sixth NELAC Annual (NELAC 6) Meeting. In an attempt to facilitate reciprocity, it was suggested that a laboratory could opt to be accredited for all the analytes determinable by the method (“analyte group”), or for individual analytes under a method. However, the committee found this dual approach unacceptable, reasoning that if a laboratory is accredited for an “analyte group,” it must still perform all essential quality control (QC) for every analyte that it determines within the group. This includes the initial demonstration of capability and ongoing check samples, matrix spikes, duplicates, etc. required. The laboratory must also successfully analyze PT samples, where available, for every analyte. The only way reciprocity could be facilitated is if a laboratory could be just accredited by method, and if it could be assumed that all analytes were of equal difficulty. This lack of demonstration of capability and analyte-specific QC would be unacceptable and would provide no advantage. Therefore, the

committee will present a model of “matrix-method-analyte” for the NELAC Fields of Testing. The committee is expecting extensive discussion at NELAC 6i regarding this matter.

#### **NEXT MEETING**

Dr. Jackson adjourned the meeting at 11:30 a.m. The committee will meet again on October 11, 2000.

**ACTION ITEMS**  
**PROGRAM POLICY AND STRUCTURE COMMITTEE MEETING**  
**SEPTEMBER 20, 2000**

<b>Item No.</b>	<b>Action</b>	<b>Date to be Completed</b>
1.	Mr. Steve Clark will revise the SDWA Organics list to identify methods.	Prior to 10/11/00 teleconference
2.	Dr. Jackson will assimilate the results of the discussion and circulate them among the committee members for comment. Once he receives comments he will forward the results to the PT Committee.	

**PARTICIPANTS  
PROGRAM POLICY AND STRUCTURE COMMITTEE MEETING  
SEPTEMBER 20, 2000**

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